

Amendment to the Claims:

This listing of claims will replace all prior versions, and listings, of claims in the application:

Listing of Claims:

1.-9. Canceled.

10. (New): A job guidance and assistance system for guiding and assisting a job of producing a document, comprising:

a reference history database; and

a computer, wherein the computer is programmed to store in the reference history database:

a produced document, which is produced in the past;

a name of reference material, which is referred to for producing said produced document;

a first relating degree, which is determined based upon frequency of appearance of a rare word that appears within said produced document and said reference material;

a second relating degree, which is determined by a number of appearances of a document category within said produced document and said reference material;

a total time during which said reference material is opened when producing the produced document; and

a frequency of referencing said reference material for completing said produced document, by relating said reference material and said produced document to one another,

wherein within a job for producing a new document, there is displayed, as an item of priority, said first relating degree, said second relating degree, said total time, and said referencing frequency, and there is displayed said reference material resulting from a search by referring to said first relating degree, said second relating degree, said total time, and said referencing frequency, respectively.

11. (New): The job guidance and assistance system of claim 1, wherein a URL of a WEB page, which is referred to when producing said produced document, and a name of a tool, such as, a software program, etc., which is used when producing said produced document, are stored in said reference history database, with reference to said produced document.

12. (New): The job guidance and assistance system of claim 1, wherein information indicative of a parental relationship between a plural number of the produced document is stored in said reference history database, to be displayed on the job for producing a new document.